



TO: Public Library Directors

FROM: Stacey A. Aldrich *SA*
State Librarian of California

DATE: July 29, 2011

SUBJECT: FY 2011/2012 CLSA Direct Loan Survey Dates

The dates for the fiscal year 2011/2012 Direct Loan survey periods are listed below. **You are still required to complete the direct loan surveys even though the amount of funding available for this program for the current fiscal year 2011/2012 will not be certain until after January 1, 2012.** No funds may be released until after January 1, 2012. The four survey periods will cover the fiscal year July 1, 2011 through June 30, 2012. These are firm dates that each public library in California will use to collect and report non-resident lending statistics. Each survey will be fourteen days in length. Survey dates are as follows:

- | | |
|--------------------------|-----------------------|
| 1) September 12-25, 2011 | Due: October 10, 2011 |
| 2) December 5-18, 2011 | Due: January 4, 2012 |
| 3) March 5-18, 2012 | Due: April 2, 2012 |
| 4) May 7-20, 2012 | Due: June 5, 2012 |

Please take note of these dates and inform your library staff responsible for the collection of Direct Loan data. You should receive by email the data collection materials at least a week before the survey period. If you don't receive these materials within that time frame or if there are any problems or questions during the year, feel free to contact Kris Rich at (916) 651-0976 email krich@library.ca.gov or Sandy Habbestad at (916) 653-7532 email shabbestad@library.ca.gov.

cc: System Coordinators